

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: The Huntington West Virginia Housing Authority

PHA Number: WV004

PHA Fiscal Year Beginning: (mm/yyyy) July 1, 2000

Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☒ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☒ PHA local offices
- ☒ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☒ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website (Our agency is working on the technical aspects of this service)
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

X **The PHA's mission is: To partner with the greater community to serve as a catalyst and producer for the creation and sustenance of affordable, quality, accessible housing and supportive services in the tri-state region and southwestern West Virginia, with a focus on the special needs of individuals and families as they strive for self-sufficiency and improving their quality of life.**

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

X **PHA Goal: Expand the supply of assisted housing**

Objectives:

X Apply for additional rental vouchers:

☐ Reduce public housing vacancies:

X Leverage private or other public funds to create additional housing opportunities;

X Acquire or build units or developments

☐ Other (list below)

X Expand agency growth and develop a charter for a county and regionally-Based agency that offers services in southwestern West Virginia.

X **PHA Goal: Improve the quality of assisted housing**

Objectives:

- X Improve public housing management: (PHAS score) (100%)
- X Improve voucher management: (SEMAP score)
- X Increase customer satisfaction:
- X Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- X Renovate or modernize public housing units:
- X Demolish or dispose of obsolete public housing:
- X Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

- X Maintain and/or improve P. H. financial status by increasing reserves.
- X Maintain and/or improve P. H. modernization efforts.
- X Convert most P. H. efficiency units into one or two-bedroom apartments
by the year 2004.
- X Provide replacement housing for efficiency units at a pace of three to five
units per year, or up to 25 in total.
- X Increase the P. H. developments' parking space.
- X Increase marketing and public information/relations strategies.
- X Reduce the density within P. H. communities via HOPE VI revitalization
funds or other similar federal programs.
- X Improve energy consumption.
- X Continue to upgrade office equipment, including computers, and stay
abreast of modern technology.
- X Maintain and/or improve the quality of decent, sanitary, and safe
affordable housing units.
- X Provide services in an efficient, ethical, and professional manner offering
the highest degree of courtesy, empathy, and respect of resident or
participant customers to be served.

- X **PHA Goal: Increase assisted housing choices**
- Objectives:
- X Provide voucher mobility counseling;
- X Conduct outreach efforts to potential voucher landlords
- X Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- X Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☐ Other: (list below)
- X Expand homeownership strategies and services.
- X Develop frail elderly assisted housing units.
- X Expand the Section 8 Project-Based Program.
- X Develop a 202-Project for at least 90 units of elderly housing.

HUD Strategic Goal: Improve community quality of life and economic vitality

X PHA Goal: Provide an improved living environment

Objectives:

- X Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- X Implement public housing security improvements:
- X Designate development or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

- X Maintain and/or expand partnerships with the greater community.
- X Obtain additional support services for residents, especially day care, transportation assistance, and support for the frail elderly.
- X Increase support staff in the Youth Sports Recreational Program.
- X Purchase van(s) for servicing residents.
- X Maintain and/or expand wellness and recreational programs.
- X Relocate administrative offices to insure the quality of customer services and allow for agency expansion.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

X PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- X Increase the number and percentage of employed persons in assisted families:
- X Provide or attract additional supportive services to improve assistance recipients' employability:
- X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (List below)

- X Develop and implement additional empowerment programs and services for residents.
- X Maintain learning/communication centers within family and senior centers.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

- ☒ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

(Latest HUD procedures state that this is no longer a requirement). (PIH 99-51)

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

		<u>Page #</u>
Annual Plan		
i. Executive Summary		
ii. Table of Contents		
1. Housing Needs	5	
2. Financial Resources		10
3. Policies on Eligibility, Selection and Admissions	11	
4. Rent Determination Policies		21
5. Operations and Management Policies		25
6. Grievance Procedures		26
7. Capital Improvement Needs		27
8. Demolition and Disposition		29
9. Designation of Housing	30	
10. Conversions of Public Housing	31	
11. Homeownership		32
12. Community Service Programs	34	
13. Crime and Safety		37
14. Pets (Inactive for January 1 PHAs)		39
15. Civil Rights Certifications (included with PHA Plan Certifications)		39
16. Audit		39
17. Asset Management		39
18. Other Information		40

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

X Admissions Policy for Deconcentration

Table Library

- X FY 2000 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- X PHA Management Organizational Chart
- X FY 2000 Capital Fund Program 5 Year Action Plan
- X Public Housing Drug Elimination Program (PHDEP) Plan
- X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Applica. & On Display	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Applica. & On Display	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Applica. & On Display	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
Applica. & On Display	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
Applica. & On Display	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Applica. & On Display	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
Applica. & On Display	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Applica. & On Display	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Applica. & On Display	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Applica. & On Display	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Applica. & On Display	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
Applica. & On Display	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Applica. & To be Sub.	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

Table Library

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Applica. & On Display	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Applica. & On Display	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Applica. & On Display	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Applica. & On Display	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Applica. & On Display	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type based on 1990 Census Data							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	8,353	5	5	4	3	4	3

Housing Needs of Families in the Jurisdiction by Family Type based on 1990 Census Data							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income >30% but <=50% of AMI	1,615	4	4	4	3	3	3
Income >50% but <80% of AMI	2,899	3	3	3	2	3	2
Elderly	26,308	4	2	2	2	2	1
Families with Disabilities		3	4	4	5	3	3
Caucasians	92,188						
Blacks	3,775						
Other Minorities	909						
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 1997/98
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☒ Other sources: (list and indicate year of information) agency information
1998/99 HHA Survey and participant (computer) database

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) Section 8 tenant-based assistance Public Housing X Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1,069	100% on Wait. List	
Extremely low income <=30% AMI	898	84%	
Very low income (>30% but <=50% AMI)	156	15%	
Low income (>50% but <80% AMI)	15	01%	
Families with children	644	60%	
Elderly families	81	08%	
Families with Disabilities	344	32%	
Race/ethnicity	White (843)	79%	
Race/ethnicity	Black (195)	18%	
Race/ethnicity	Hispanic (30)	03%	
Race/ethnicity	Asian (01)	00%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	240	80%	
2 BR	39	13%	
3 BR	20	07%	
4 BR	01	00%	
5 BR	00		
5+ BR	00		

Housing Needs of Families on the Waiting List
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No to Public Housing applications <input checked="" type="checkbox"/> Yes</p> <p>If yes: It is closed to "Section 8 Program participants except for Project Mainstream and Family Unification"</p> <p>How long has it been closed (# of months)? 12</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p>

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development (or Comp. Grant)
- ☒ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☒ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☒ Other: (seek any other resource assistance)

Need: Specific Family Types: Families at or below 30% of median**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☒ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☒ Limited availability of sites for assisted housing

- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	\$ 1,723,643	
b) Public Housing Capital Fund	\$ 1,625,342	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 5,273,500	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ 209,163	
g) Resident Opportunity and Self-Sufficiency Grants	\$ 0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
PHDEP	\$ 209,163	P.H. Safety/Security

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
EDSS	\$ 58,465	P.H. Support. Services
PHSC	\$ 24,750	
Capital Fund Receipts	\$ 259,021	P.H. Cap. Improvem.
3. Public Housing Dwelling Rental Income	\$ 1,256,890	P.H. Operations
4. Other income (list below)		
City of Huntington (EDSS)	\$ 30,000	P.H. Support. Services
5. Non-federal sources (list below)		
Investments	\$ 113,810	P.H. Operations
Total resources	\$ 10,783,747	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

☒ When families are within a certain number of being offered a unit: (Upon application and during final determination before leasing)

☒ When families are within a certain time of being offered a unit: (state time)

☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

☒ Criminal or Drug-related activity

☒ Rental history

☒ Housekeeping

☐ Other (describe)

- c. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)
- b. Where may interested persons apply for admission to public housing?
- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☒ Other (list below)
- (mail --- web site if ready)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

The Huntington Housing Authority will not have site-based waiting lists.

1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
- If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously
- If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists

- ☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
☐ Two
X Three or more and based on reason

b. X Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- ☐ Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- X Emergencies
X Over-housed
X Under-housed
X Medical justification
X Administrative reasons determined by the PHA (e.g., to permit modernization work)
X Special Circumstance Transfers
☐ Other: (list below)

c. Preferences

1. X Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- X Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- X Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- X Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- 3 Those enrolled currently in educational, training, or upward mobility programs
- 4 Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

The PHA applies preferences within income tiers

- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA-resident lease
X The PHA's Admissions and (Continued) Occupancy policy
X PHA briefing seminars or written materials
☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
X Any time family composition changes
At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

- a. X Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

- b. X Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

If necessary, the HHA will skip applicants to seek higher income applicant to lessen the concentration of poverty and promote income mixing. All public housing sites are affected: Washington Square, Northcott Court, Marcum Terrace, Fairfield Tower, Riverview East, Madison Manor, Trowbridge Manor, Scattered-

Sites, W.K. Elliott Apartments, and Carter G. Woodson Apartments.

- X Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

- ☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

- ☐ Other (list policies and developments targeted below)

- d. X Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- X Additional affirmative marketing

- X Actions to improve the marketability of certain developments

- ☐ Adoption or adjustment of ceiling rents for certain developments

- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts

- X List (any applicable) developments below:

- | | | |
|------------------------|----------------------------|-------------------------|
| 1. Marcum Terrace | 2. Northcott Court | 3. Washington Square |
| 4. W. K. Elliott Apts. | 5. Carter G. Woodson Apts. | 6. Scattered-Site Apts. |
| 7. Fairfield Tower | 8. Riverview East Apts. | 9. Madison Manor |
| 10. Trowbridge Manor | | |

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- X Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- X Verify eligibility
- b. ☐ Yes X No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes X No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes X No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- X Other (describe below)
- (We share last address and name of property owner)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- X None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- X PHA main administrative office
- X (Mail & Web Site If Applications Open)

(3) Search Time

- a. X Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Upon written request from applicant or in response to hardship(s).

(4) Admissions Preferences

a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☒ Households that contribute to meeting income goals (broad range of incomes)
- ☒ Households that contribute to meeting income requirements (targeting)
- ☒ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
☐ Veterans and veterans' families
☐ Residents who live and/or work in your jurisdiction
3 Those enrolled currently in educational, training, or upward mobility programs
4 Households that contribute to meeting income goals (broad range of incomes)
☐ Households that contribute to meeting income requirements (targeting)
☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- X Date and time of application
Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- X The Section 8 Administrative Plan
- X Briefing sessions and written materials
- ☐ Other (list below) (special grants)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- X Through published notices
- X Other (list below) (contacting advocacy groups)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

- X The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

- b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- X \$0

\$1-\$25
\$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

The Huntington Housing Authority has no discretionary deductions and/or exclusion policies to employ.

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☒ Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

X For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

Market comparability study

Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

X Operating costs plus debt service

The “rental value” of the unit

Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

☐ Never

☐ At family option

☐ Any time the family experiences an income increase

☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____

X Other (list below) (For income – at recertification time)

(For family composition – immediately)

g. ☐ Yes X No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- X The section 8 rent reasonableness study of comparable housing
 - ☐ Survey of rents listed in local newspaper
 - ☐ Survey of similar unassisted units in the neighborhood
 - X Other (list/describe below)
(Operating Costs plus debt service)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- ☐ At or above 90% but below 100% of FMR
 - ☐ 100% of FMR
 - X Above 100% but at or below 110% of FMR
 - ☐ Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - ☐ The PHA has chosen to serve additional families by lowering the payment standard
 - ☐ Reflects market or submarket
 - ☐ Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- X FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - X Reflects market or submarket
 - X To increase housing options for families
 - ☐ Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
☐ Rent burdens of assisted families
☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
☐ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover

Public Housing	935	
Section 8 Vouchers	857	
Section 8 Certificates	60	
Section 8 Mod Rehab	120	
Special Purpose Section 8 Certificates/Vouchers (list individually)	20 Project-Based 100 New Constr.	
Public Housing Drug Elimination Program (PHDEP)	552 Family Units Primarily	
FSS Project	45 Initially	13
STEP-UP OJT Project	16 Annually	
Other Federal Programs(list individually)	Sec. 8 Mainstream 100 Family Unification 50 Shelter Plus Care 15 New Construction 100 FSS Project 45 Comp. Grant Prog.	1
Elderly Independence	All Seniors	
EDSS Project	108 Trainees	
HOPE 3 Project	22 Units	

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

- ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- ☒ PHA main administrative office
- ☐ PHA development management offices
- ☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

X The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. X Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?
(if no, skip to sub-component 7B)

b. If yes to question a, select one:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes X No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
 b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

Table Library

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
☐ Revitalization Plan submitted, pending approval
☐ Revitalization Plan approved
☐ Activities pursuant to an approved Revitalization Plan underway

X Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

X Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

X Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>

3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. X Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

☐ Yes X No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Fairfield Tower, Riverview East, Madison Manor, & Trowbridge Manor
1b. Development (project) number: WV15P001-004, 005, 006, & 009

2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> X Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> X
4. Date this designation approved, submitted, or planned for submission: <u>(06/18/00)</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> X New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 350 units 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> X Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ X No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☒ X Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:

<p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p>
<p>3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)</p>
<p>4. Status of Conversion Plan (select the statement that best describes the current status)</p> <p><input type="checkbox"/> Conversion Plan in development</p> <p><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)</p> <p><input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway</p>
<p>5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)</p> <p><input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)</p> <p><input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)</p> <p><input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent</p> <p><input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units</p> <p><input type="checkbox"/> Other: (describe below)</p>

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by

24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

X Yes No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? **10/01/99**

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- X Client referrals
X Information sharing regarding mutual clients (for rent determinations and otherwise)
X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families

- X Jointly administer programs (Family Unification Program)
☐ Partner to administer a HUD Welfare-to-Work voucher program
X Joint administration of other demonstration program (Family Unifica. Program)
☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- X Public housing rent determination policies
X Public housing admissions policies
X Section 8 admissions policies
X Preference in admission to section 8 for certain public housing families
X Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
☐ Preference/eligibility for public housing homeownership option participation
☐ Preference/eligibility for section 8 homeownership option participation
☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- X Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>STEP-UP OJT Program</i>	<i>16-20 a yr.</i>	<i>Specific Criteria</i>	<i>PHA Main & Develop.</i>	<i>Both</i>
EDSS Project	54 a yr.	Waiting List	PHA Main & Sites	Both

Table Library

HOPE 3 Homeownership Project*	22 units	Specific Criteria	PHA Main	Both

- Project complete except for one lease/purchase arrangement.

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 03/01/00)
Public Housing	0	
Section 8	37	36

- b. Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

- The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
 - X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - X Informing residents of new policy on admission and reexamination
 - X Actively notifying residents of new policy at times in addition to admission and reexamination.
 - X Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - X Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☒ X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ X Residents fearful for their safety and/or the safety of their children
- ☒ X Observed lower-level crime, vandalism and/or graffiti
- ☒ X People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ X Safety and security survey of residents
- ☒ X Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☒ X Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ X Resident reports
- ☒ X PHA employee reports
- ☒ X Police reports
- ☒ X Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below) All but our scattered site program.

Those affected include: Washington Square, Northcott Court, Marcum Terrace, W. K. Elliott Apts., and the Carter G. Woodson Apts. The senior high-rise facilities are affected in a minor way.

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

Washington Square, Northcott Court, Marcum Terrace, W.K. Elliott Apts., and Carter G. Woodson Apts.

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

Washington Square, Northcott Court, Marcum Terrace, W. K. Elliott Apts., and Carter G. Woodson Apts.

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- X Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- X Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- X Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. X Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. X Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes X No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? ____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes X No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - ☐ Not applicable
 - ☐ Private management

- ☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. X Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name) RESIDENT ADVISORY COMMENTS

X Provided below:

Please see page 43 on the “Attachment Sheet For Comments”

3. In what manner did the PHA address those comments? (select all that apply)

☐ Considered comments, but determined that no changes to the PHA Plan were necessary.

X The PHA changed portions of the PHA Plan in response to comments
 List changes below:

- *Replaced ceiling tile in community room as recommended by residents.**
- *Old agency computers were used to help create learning centers in four elderly high-rise centers as requested by residents who have no computer knowledge.**
- *Screening of applicants and increased security is incorporated in plans.**
- *Agency newsletters always include reminders of new rules/leasing require.**
- *A flat-rent policy has been included in agency plans.**
- *The site-based waiting list was discussed but not incorporated in plans.**
- *A homeless prevention program is a part of agency plans for TANF res.**
- *Coordination of local services and networking has increased dramatically.**
- *Minimum rents were reviewed closer (TANF-current vs. TANF-sanctioned).**

☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (solicited interested /experienced resident or participant volunteers)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☒ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☒ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (City of Huntington)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Certified statement from Mayor Jean Dean in support of the HHA's Plans.

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

HHA RESIDENT ADVISORY COMMITTEE(S) COMMENTS FOR AGENCY PLAN:

Comments/suggestions from the resident groups were made 9/99 and 11/99. They included:

- a. PHA review closer security and housekeeping issues as factors for resident eligibility/admission.**
- b. That the agency's monthly newsletter include some lease requirements as reminders.**
- c. All Public Housing communities should receive the benefit of PHDEP activity/funds.**
- d. Youth sports are centered on Marcum Terrace youth and not other Public Housing youth. Design programs and services for them to be included also.**
- e. Upgrade recreational equipment and furniture in Madison Manor.**
- f. Need more parking space.**
- g. Can job training programs for seniors be developed?**
- h. Residents had questions about the proposed flat-rent policy but had no suggestions.**
- i. Doors and storm doors at a few of the family sites need to be fixed or replaced.**
- j. Add more dusk-to-dawn lights at Marcum Terrace to reduce crime.**
- k. Illegal activity occurs at Washington Square late at night. Increase security then.**
- l. Install more security cameras at Fairfield Tower.**
- m. More cabinet space is needed in apartment kitchens in Fairfield Tower.**
- n. Upgrade the Community Room kitchen in Fairfield Tower.**
- o. Increase and improve agency's marketing strategies.**
- p. Install new heaters for hot water tank(s) at Trowbridge Manor.**
- q. Did not want necessarily a site-based waiting list for applicants.**
- r. Encourage more homeownership programs for residents and participants.**
- s. Use capital improvement funds for homeownership assistance.**
- t. Change the "image" of Marcum Terrace.**
- u. Don't ghetto-rise neighborhoods that are already poor and high in minority population.**
- v. Use the homeless prevention program to help targeted TANF families regarding evictions. Safety net is disappearing. Write letters to DHHR.**
- w. Help to weatherize elderly homes in the community via the HHA's STEP-UP on-the-job training program. Many live in sub-standard conditions.**
- x. Can HHA develop services for AIDS related or autistic related needs of families?**
- y. Coordinate services more with local organizations.**

- z. Review the minimum rent situation in Public Housing more closely (TANF-current versus TANF-sanctioned).

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: 07/2000

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	200000
3	1408 Management Improvements	260987
4	1410 Administration	154182
5	1411 Audit	0
6	1415 Liquidated Damages	0
7	1430 Fees and Costs	5000
8	1440 Site Acquisition	0
9	1450 Site Improvement	43500
10	1460 Dwelling Structures	876523
11	1465.1 Dwelling Equipment-Nonexpendable	65500
12	1470 Nondwelling Structures	8550
13	1475 Nondwelling Equipment	11100
14	1485 Demolition	0
15	1490 Replacement Reserve	0
16	1492 Moving to Work Demonstration	0
17	1495.1 Relocation Costs	0
18	1498 Mod Used for Development	0
19	1502 Contingency	0
20	Amount of Annual Grant (Sum of lines 2-19)	1,625,342
21	Amount of line 20 Related to LBP Activities	0
22	Amount of line 20 Related to Section 504 Compliance	0

23	Amount of line 20 Related to Security	40000
24	Amount of line 20 Related to Energy Conservation Measures	0

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-1	Site Improvements	1450	5,000
Washington	Refrigerators	1465	28,000
Square	Windows	1460	97,794
	Washer/Dryer Hook-Ups H/C Units	1460	1,600
	Boilers	1465	10,000
	Non-Dwelling Equipment	1475	3,000
	Smoke Detectors	1465	1,000

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Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-2	Site Improvements	1450	5,000
Northcott	Washer/Dryer Hook-Ups H/C Units	1460	2,100
Court	Boilers	1465	10,000
	Non-Dwelling Equipment	1475	3,100
	Smoke Detectors	1465	3,000
	Kitchen Cabinets	1460	44,000

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-3	Site Improvements	1450	10,000
Marcum	Boilers	1465	10,000
Terrace	Non-Dwelling Equipment	1475	5,000
	Smoke Detectors	1465	2,000
	Kitchen Cabinets	1460	25,000

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Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

[illegible]

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-5 Riverview East	Site Improvements	1450	4,000

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-6	Site Improvements	1450	2,000
Madison	Back Entrance Canopy	1470	4,000
Manor	Unit Conversion	1460	100,000
	Elevator Upgrade	1460	59,000
	Repair Balconies	1460	95,000

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-8	Site Improvements	1450	5,000
W. K.	Faucets (Bathrooms)	1460	20,200
Elliot Garden	Light Fixtures (Living Room /Bedroom)	1460	18,300
Apartments	Closet Doors	1460	13,000
	HVAC	1470	4,000
	Smoke Detectors	1465	1,000

Table Library

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-9	Site Improvements	1450	1,500
Trowbridge Manor	Addressable Smoke Detectors	1460	19,000

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-10	Interior/Exterior Renovations	1460	10,000
Acquisition Homes	Smoke Detectors	1465	500

Annual Statement**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
WV4-12	Site Improvements	1450	1,500
Carter G.	Doors, etc.	1460	9,000
Woodson	Interior/Exterior Renovations	1460	10,000
Apartments			

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA WIDE	Cycle Painting	1460	50,000
	Operation Enhancement	1406	200,000
	Architectural Engineer/Consultant	1430	5,000
	Technicians	1408	41,871
	Resident Initiatives Coordinator	1408	41,275
	Fringes/Terminal Leave	1408	25,539
	Clerk	1408	31,388
	Step-Up/Contractual Services	1408	80,914
	Security	1408	40,000
	Accountant II	1410	21,764
	Accountant I	1410	9,456
	Administrative Assistant MOD	1410	30,182
	Coordinator/Development Supervisor	1410	61,249
	Miscellaneous Expense	1410	5,000
	Office Supplies	1410	5,000
	Publications	1410	1,300
	Telephone Expense	1410	2,220
	Training/Travel	1410	18,011

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

WV4-1 Washington Square	09/30/2000	03/31/2004
WV4-2 Northcott Court	09/30/2000	03/31/2004
WV4-3 Marcum Terrace	09/30/2000	03/31/2004
WV4-4 Fairfield Tower	09/30/2000	03/31/2004
WV4-5 Riverview East	09/30/2000	03/31/2004
WV4-6 Madison Manor	09/30/2000	03/31/2004
WV4-8 W. K. Elliot Garden Apts.	09/30/2000	03/31/2004
WV4-9 Trowbridge Manor	09/30/2000	03/31/2004
WV4-10 Acquisition Homes	09/30/2000	03/31/2004
WV4-12 Carter G. Woodson Apts.		

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

WV4-1	Washington Square		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		16,000.	2001
Ranges		25,607.	2004
Windows		78,106.	2002
Kitchen Cabinets		141,438.	2001
Doors, etc.		31,200.	2001
Closet Doors		10,000.	2001
Boilers		10,000.	2001
Hot Water Tanks		38,300.	2001
Smoke Detectors		8,200.	2001
Non-Dwelling Equipment		8,500.	2001
Storm Doors		118,500.	2003
Total estimated cost over next 5 years		485.851.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-2	Northcott Court		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		18,000.	2001
Kitchen Cabinets		178,296.	2001
Hot Water Tanks		38,300.	2001
Smoke Detectors		12,550.	2001
Boilers		10,000.	2001
Key Machine		1,200.	2001
Non-Dwelling Equipment		14,000.	2001
Refrigerators		49,000.	2004
Storm Doors		121,712.	2003
Windows		114,400.	2002
Total estimated cost over next 5 years		557,458.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-3	Marcum Terrace		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		26,525.	2001
Demolition		15,000.	2002
Storm Doors		199,609.	2004
Kitchen Cabinets		97,676.	2001
Hot Water Tanks		62,500.	2001
Boilers		20,000.	2001
Key Machine		1,200.	2001
Smoke Detectors		12,255.	2001
Non-Dwelling Equipment		20,000.	2001
Upgrade Water Line		9,200.	2004
Closet Doors		45,000.	2003
Sewer		50,000.	2001
Windows		267,000.	2002
Total estimated cost over next 5 years		980,965.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-4	Fairfield Tower		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		15,000.	2001
Kitchen Cabinets		50,000.	2003
Addressable Smoke Detector System		75,000.	2002
Replace A/C (Common Area)		19,000.	2001
Boilers		40,000.	2001
Non-Dwelling Equipment		10,000.	2001
Trash Compactor		11,400.	2004
Emergency Generator		26,000.	2004
Total estimated cost over next 5 years		246,400.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-5	Riverview East		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		21,000.	2001
Hot Water Heaters		13,000.	2003
Boilers		40,000.	2001
Replace Wall Paper (Common Area)		17,000.	2003
Non-Dwelling Equipment		9,500.	2001
Upgrade Elevator		111,860.	2002
Smoke Detectors		10,000.	2004
Trash Compactors		11,800.	2004
Total estimated cost over next 5 years		234,160.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-6	Madison Manor		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		15,000.	2001
Boilers		40,000.	2001
Ceiling Tile (Common Area)		7,000.	2001
Carpet & Tile (Common Area)		18,000.	2001
Replace A/C (Common Area)		53,000.	2001
Non-Dwelling Equipment		11,000.	2001
Wallpaper (Common Area)		12,000.	2004
Trash Compactors		11,800.	2004
Total estimated cost over next 5 years		167,800.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-8	W. K. Elliot Apts.		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		15,000.	2001
Repave Roadway		22,000.	2001
Kitchen Cabinets		43,002.	2002
Replace Doors, etc.		99,400.	2001
Replace Hot Water Tanks		9,105.	2001
Smoke Detectors		4,200.	2001
Non-Dwelling Equipment		6,000.	2001
New Windows		88,000.	2003
Total estimated cost over next 5 years		286,707.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-9	Trowbridge Manor		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		15,000.	2001
New Heat/Ventilation Roof Unit		12,000.	2003
Replace A/C (Common Area)		15,200.	2001
Hot Water Heater		7,000.	2003
Non-Dwelling Equipment		12,000.	2001
Trash Compactors		11,800.	2004
Total estimated cost over next 5 years		73,000.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-10	Acquisition Homes		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		21,000.	2001
Smoke Detectors		500.	2004
Hot Water Tanks		1,000.	2004
Interior/Exterior Renovations		35,000.	2001
Total estimated cost over next 5 years		57,500.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-12	Carter G. Woodson		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site Improvements		12,000.	2001
Replace Storm Doors, Etc.		11,400.	2001
Interior/Exterior Renovations		15,000.	2002
Hot Water Tanks		9,000.	2002
Non-Dwelling Equipment		3,000.	2003
Total estimated cost over next 5 years		50,400.	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
WV4-ALL	PHA WIDE		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Cycle Painting		236,600.	2002
Operation Enhancement		1,260,000.	2001
Architectural Engineer/ Consultant		124,851.	2001
Audit		1,000.	2001
Office Equipment		20,000.	2001
Trash Cans		30,000.	2003
Total estimated cost over next 5 years		1,672,451.	

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management						
nt on	Activity Description					
ber and of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home- ownership <i>Component 11a</i>

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History Page 1
2. PHDEP Plan Goals/Budget Page 2-5
3. Milestones Page 6
4. Certifications

Section 1: General Information/History

- A. Amount of PHDEP Grant: \$ 209,163
- B. Eligibility type (Indicate with an “x”) N1_____ N2_____ R__ X__
- C. FFY in which funding is requested: FY2000
- D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Huntington Housing Authority’s PHDEP Plan, a 12-month continuation program that begins 12/1/00, features family-site drug prevention programming via learning centers for youth and adults, after-school tutoring, leadership classes, and youth sports programming. The Plan includes primary emphasis in increased security measures in and around all Public Housing communities and drug prevention. Intervention services feature case management assistance.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Washington Square Apartments	80	145
Northcott Court Apartments	126	230
Carter G. Woodson Apartments	20	42
Scattered-Site Apartments	14	31
Marcum Terrace Apartments	275	588
W. K. Elliott Apartments	66	139

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the duration of program by # of months. For “Other”, identify the # of months).

6 Months_____ 12 Months__X__ 18 Months_____ 24 Months_____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded program has not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$250,000	WV15DEP0040193	-0-	1	06/1997
FY 1996					
FY 1997	\$293,700	WV15DEP0040197	-0-	0	11/1999
FY 1998					
FY 1999	\$209,163	WV15DEP0040199 (new)		0	12/2000

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partnership, your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Huntington Housing Authority will implement a drug prevention program that serves to educate residents about the negative effects of drug abuse by: increasing effective security measures in and around Public Housing communities, continuing the services of learning centers and Youth Sports Program, offering intervention (case management) services that reduce drug use and minimize family dysfunction, providing physical improvements that reduce the opportunity for illegal drug use in Public Housing, providing job training support, and providing prevention programs for youth and adults that involve the support services of the local community. Local resources and collaborations include primary partners: City of Huntington Police Dept. (security), St. John’s Episcopal Church (tutoring), WV Extension Service (counseling, group leadership), Presteria Center For Mental Health Services (parenting, counseling), the YMCA, Boy & Girl Scouts (leadership & recreation) supplement the PHDEP Resident services. Monthly progress reports are submitted to agency executives and Agency Advisory Board members regarding the PHDEP Program to measure effectiveness of the program. The Director of Management takes a leadership role in evaluating the program and in determining if goals and objectives are being met.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	0.00
9120 - Security Personnel	\$ 59,603.00
9130 - Employment of Investigators	0.00
9140 - Voluntary Tenant Patrol	0.00
9150 - Physical Improvements	0.00

9160 - Drug Prevention	\$119,315.00
9170 - Drug Intervention	\$ 30,245.00
9180 - Drug Treatment	0.00
9190 - Other Program Costs	0.00
TOTAL PHDEP FUNDING	\$209,163.00

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be listed sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be added in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences per any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ -0-		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$54,384		
Goal(s)	Reduce crime by increasing security measures in and around Public Housing communities.						
Objectives	Employ six (6) part-time security staff to provide after-hour/weekend security tasks for agency.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Patrol, bike, walk through all Public Housing communities			12//00	12/01	\$45,531	\$40,000 Capital Funds	Reduction by 20% over 1998/00 stats. the illegal activity in Pub. Housing Communities
2.Monitor surveillance equipment/foot traffic.			12/00	12/01	\$ 5,962		All ten Pub. Housing comm. Shall be moni- tored daily via surveillance cameras.
3. Maintain PHDEP Hotline/response services.			12/00	12/01	\$ 2,891		Monitor incoming calls for assistance per site.

9130 - Employment of Investigators					Total PHDEP Funding: \$ -0-		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							

3.							
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9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$ -0-		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$-0-		
Goal(s)	Install physical improvements that help to reduce opportunities for drug-related activity.						
Objectives	Provide Comp. Grant Program support to offset costs for making improvements.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Remove trees/shrubs from darkened P.H. areas.			4/01	6/30/01	-0-	Capital Funds \$56,525	Areas that attract crimin- al activity will be clear, reducing crime by 20%
2.Increase outdoor lighting.			4/01	6/30/01	-0-	Capital Funds \$12,000	Specific P.H. areas will have increased lighting, eliminating crime spots.
3.Install new doors/locks.			4/01	9/30/01	-0-	Capital Funds \$31,200	One P.H. community shall receive new doors reducing chances for crime by at least 10%.

9160 - Drug Prevention					Total PHDEP Funding: \$124,534		
Goal(s)	Implement a prevention program that aids in reducing the number of persons who use drugs.						
Objectives	Employ a PHDEP Coordinator, Certified (part-time) Teachers, and Clerk						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Issue monthly PHDEP newsletter.	2,100	Teens/Adults	12/00	12/01	\$ 3,500		100% of residents shall receive a monthly newsl.
2.Sponsor learning centers and tutoring program	750	Ages 3-18	12/00	12/01	\$50,000		100% of P.H. family sites shall include learning centers.

3. Provide a variety of prevention activities and collaborate for sup. serv.	1,200	Ages 6-21	12/00	12/01	\$65,815	202,000	Increase PHDEP resident service involvement by 25% over 1998/99.
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9170 - Drug Intervention					Total PHDEP Funding: \$30,245		
Goal(s)	Increase the number of persons who stop using/abusing drugs.						
Objectives	Employ PHDEP Social Worker						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Provide GED instruction.	30	Adults	12/00	12/01	-0-	\$1,000	20 individuals will test for GED certification.
2.Implement RAP (Residents Asst. Program)	400 approx.	Teens/Families	12/00	12/01	\$30,245	-0-	75% of families will receive supportive services that reduce criminal behavior.
3.Provide Job Training Services/Programs	75 a yr.	Young Adults & Teens	12/00	12/01	-0-	200,000C apital Funds	95% of OJT participants will complete course requirements & gain employment.

9180 - Drug Treatment					Total PHDEP Funding: \$ -0-		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$ -0-		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	N/A		N/A	
9120	Activities 1, & 2	\$ 14,902	Activities 1, 2, & 3	\$ 59,603
9130				
9140				
9150				
9160	Activities 2 & 3	\$ 29,829	Activities 1, 2, & 3	\$ 119,315
9170	Activities 2 & 3	\$ 7,562	Activities 1, 2, & 3	\$ 30,245
9180				
9190				
TOTAL		\$ 52,293		\$ 209,163

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”